



Mentoring AmeriCorps Position (Nov 2015 – Oct 2016)

Iowa Public Health Department AmeriCorps – Des Moines, Iowa, with sites throughout Iowa

Looking to gain some transferrable skills before heading to college? Taking some time off and looking for something worthwhile to do? Want to save some money to pay off student loans? Get all this and more with AmeriCorps!

Service Position Summary: Iowa Department of Public Health Mentoring AmeriCorps Program will expand capacity, increase stakeholder's involvement, enhance impact related to substance abuse prevention and build sustainability of youth mentoring programs. The member will serve with the program approximately 40 hours/wk during the year. This position does allow for outside employment and schooling as long as it does not conflict with the member's scheduled service hours.

Specific Duties:

- Conduct outreach to local service groups, businesses, and other organizations to create awareness about the benefits of youth mentoring and to recruit mentor volunteers
- Provide substance abuse prevention training for mentors **EXAMPLES**
- Submit monthly posts regarding your term of service in Iowa Grants;
- Submit online timesheets each pay period (every two weeks);
- Some weekend and evening hours may be necessary;
- This position has recurring access to vulnerable populations and requires a 3 part background check *** Individuals for whom the criminal registry results are pending may be selected for service but may not have unsupervised access to vulnerable populations until the results are complete. Documentation should demonstrate that the Member and Supervisor were informed of the restriction;*
- This program may require the member to engage in additional allowable activities that support the AmeriCorps program design and which help the program meet its goals. In no circumstance will members be asked or allowed to perform prohibited activities.

Qualifications:

- Ability to travel in service area, overnight within the State of Iowa, and nationally for training;
- Dedication to community service;
- Computer skills, including the ability to use online database systems and e-mail;
- Speak, read and write English fluently;
- Responsible, organized, flexible, motivated, professional;
- Positive and engaging individual with the ability to exercise good judgement in a variety of situations
- Strong oral, written and interpersonal skills;
- Ability to complete 1700 service hours within the service term;
- High school diploma or GED; must be at least 18 years old;
- U.S. citizen or lawful permanent resident alien;
- Individuals with disabilities encouraged to apply.



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Requirements:

- Attend initial orientation and training
- Attend monthly AmeriCorps meetings and AmeriCorps required trainings and service projects;
- Attend site-sponsored activities and trainings; participate in reflection and service activities;
- Recruiting and managing volunteers through capacity building projects
- Responsible for own transportation to placement site(s), other meetings, events, or outreach scheduled in the community;
- Submit an online timesheet to report service hours every two weeks;
- Record and submit student data each week;
- Complete professional development plan;

Benefits:

- Modest living allowance (\$0000 pre-tax annually—paid bi-weekly) & an education award of up to \$0000 to go towards qualified student loans and educational expenses upon service term completion;
- Extensive training;
- Professional development opportunities;
- Student loan deferment for qualified student loans;
- Great experience in a field that interests you.

To Apply: Complete an online application [Click Here](#)

For more information, contact: